

Tennessee Board for Licensing Contractors
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<http://tennessee.gov/commerce/boards/contractors/>
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CHANGE IN OFFICER

Note: A change in ownership would require a new license

(No Fee)

LICENSE INFORMATION:

License ID# 000 _____ License Expiration Date: _____

License Name: _____

Address: _____

City, State and Zip: _____

(☐ No Change; ☐ Yes – New Address)

Telephone: (____) _____ - _____; Fax: (____) _____ - _____

Email: _____

OFFICER INFORMATION:

☐ **Adding Officer ☐ *Remove Officer ☐ Change Title of Current Officer

Name: _____ Title: _____ SS#: _____ - _____ - _____

1. *Is the officer the qualifying agent? ☐ No ☐ Yes – Must replace the QA within 90 days;
See "Change in Qualifying Agent" forms from the Board's website or contact the Board office to have these mailed.

****Questions 2 – 5 Apply to "Adding Officer"**

2. Does the new officer have ownership of the licensed company?
☐ No ☐ *Yes - _____% - *If yes, and the added officer represents a change in majority ownership due to a purchase by nonstockholders, this would require an application for a new license. (Please contact the office, or obtain the new license application from the website. More information may be reviewed at the law, pursuant TCA § 62-6-111(2) and Rule 0680-1-09(2).

3. Has added officer been convicted of a felony? ☐ No ☐ Yes – Attach Explanation
4. Is the officer listed on another contractor's license? ☐ No ☐ Yes – Attach Explanation
5. Officer has complaints or outstanding judgments? ☐ No ☐ Yes – Attach Explanation

6. Effective Date of Change in Officer? _____

Officer's Signature Date

Signature of President/CEO Title Date

Note: Pursuant Rule 0680-1-.08, A licensee shall notify the Board in writing within 30 days of any change in officers.

(Rev. 4/09)

(Physical Address: 710 James Robertson Parkway; 3rd Floor Andrew Johnson Tower)